**Carver Elementary School Building Committee**

**January 13, 2016**

**7:00 P.M.**

**CARVER TOWN HALL – SELECTMEN’S CHAMBERS**

**Minutes of Meeting**

**Approved 1/25/16**

Members Present: Dan Ryan, Liz Sorrell, Andrew Soliwoda, Ruby Maestas, Richard Ward, Mike Milanoski, Peter Gray, Dave Siedentopf, John Cotter, Heather Sepulveda (participating by phone), James O’Brien, Sarah Stearns.

Members Absent: Jon Delli Priscoli

PMA Present: Chad Crittenden, Walter Hartley

HMFH Present: Devin Canton, Matt LaRue

Others Present: Paula Foley

1. Chairman Dick Ward called the meeting to order at 7:00 pm. He then led the committee in the Pledge to the Flag. Liz asked permission for Heather to participate by phone.
2. Discussion of 12-07-15 Meeting Minutes.

Motion made by Dan Ryan to approve minutes. Second by John Cotter.

Unanimous vote.

1. Overview of Meeting Agenda

Dick Ward gave a brief overview of the agenda for this evening. Dick offered congratulations to community for approving the new School.

1. Design Presentation

HMFH has been hard at work on the project. Tonight, they would like to show some highlights of recent work. Chuck Koslowski, landscape architect was introduced to the committee. He showed the committee slides about the landscape design. The plan includes all recommendations made by this committee. Parent drop off is at front of building; buses drop off in the back of the building. Buses then exit to the left side. Large delivery trucks will come in at entrance and exit the same way. He noted parking areas. He noted 6 soccer fields, two softball fields. He pointed out where the well is. Basketball court, pk playground, k playground, 1 – 2 playground, 3 - 5 playground. Outdoor classrooms are shown on slide as well.

Dan Ryan asked about entry and exit. Are they exactly the same? Entrance is the same; exit is moved over 20-30 feet to the south, as requested by this committee. Dan asked about the current sidewalk work being done. Mike responded that this will be matched with the current sidewalk project. Dan asked about the truck delivery path. Chuck showed this path on the slide. Dan asked if there were any concerns if there would be parents, children. Would it make sense to send them out the fire lane? Ruby responded that children will be in back so this path was the safest option. Devin added that there will be signage noting the path. Dan asked about the well. Is the boundary/radius all set? Chad replied easement is in process. The radius is set at 215 ft. It will be reevaluated with the back up well. James spoke about the truck path. Could we make an entrance off of Chance Court? This has been discussed. Mike noted that this is a private way. The residents were adamantly opposed to this. Richard asked about having a 3rd curb cut for deliveries. Devin noted this is not recommended to have 3 curb cuts on a major road. Dan noted that it is awkward for trucks to be driving through parking lot; just looking for an alternative. Liz noted that massive deliveries come during the summer months; daily deliveries are smaller vehicles. Dan asked if there is enough turning radius. Chuck replied that they will have enough. Dan asked about larger trucks backing in for deliveries, are they far enough away from the fire lane? Chuck replied yes. Could they block the road? It was determined that there was plenty of room. Richard Ward asked about soccer fields? He asked if there were full size or junior. They are U10 size.

The next slide showed the landscape design of the property. Chuck spoke about the outdoor classrooms, play areas for Grades 1-5 and outdoor garden possibilities. Liz noted that the Y Program is willing to do the summer care of gardens. The science program we use has several growing units in each grade. This would be a great opportunity. Ruby noted that three teachers would like to be involved in the garden process. Chuck then showed the outdoor play area for PK and K. He showed possibilities of what this area could look like. PK will have doors in their rooms to play area; kindergarten classes would exit through the end of the wing.

Chuck then slowed a slide with examples of playground equipment. Liz suggested adding a slide to the soft area. A swing set takes a lot of space. He showed some pictures of various climbing structures. Matt asked if one grade level at a time would be on the play areas. Ruby responded yes. Ruby spoke about play equipment being for different groups of children. Liz noted the fitness trail. Ruby asked about Fairhaven. Is that a 1-5 playground? Eric noted that it is not uncommon to have PK & K use one playground; and the rest of grades use another one. Most schools are set up like this. Paula is concerned about square footage for K play area for accreditation purposes.

Chuck then spoke about irrigation. He showed a slide with the areas that will be irrigated. There is a well for irrigation only. Fields, planted areas, lawns, islands will be irrigated. Chuck showed the fence that will go up on the Chance Court area. Mr. Ward added that Chance Court was hoping that the fence could be done early in the project. A construction fence will be used.

Andrew asked if there would be fencing around fields. No. There will be backstops. Dave added that there are none now.

Liz spoke about the marquis. It is the best tool of communication in this time. The infrastructure should be added.

Andrew asked about the bidding process for Landscaping. Andrew thought it would be nice if local firms could get this. Matt noted that one firm will bid and get the project.

Sarah asked about potential cranberry bog location. Looking at options if this committee wants to do this. Liz added this would be a demonstration bog; it would be contained.

Mike asked about the asphalt portions. Chuck replied there will be a curved asphalt walk way. Another company will be targeted to provide this as a gift to the school.

Mike asked Liz the status of Makepeace. They are eager to meet with us. She feels they will make a commitment. Just not sure of the amount yet. Mike asked if that work could be done at a later date. Yes. Mike asked what average by year from Makepeace? John Cotter replied that bids need to follow certain criteria. They focus on education, agricultural, health and human services. He feels Makepeace would want to be part of process.

Richard Ward asked about the materials company within Makepeace? John replied that they have supplied minor contributions.

Mike asked if we are not getting $234,000, should we design for that amount. Liz replied that we should design for that amount, there will be options available in the future for funding. L. Knife is another possibility.

Chuck suggests designing for less than $234,000; which could certainly be done. Liz feels we could be successful in getting PTOs and other school groups to get plantings donated.

Matt feels these outdoor areas are the heart of the outside of the school.

John Cotter asked if the cost is out of scope. Yes. This will be done with 3rd party contributions? Yes. Liz noted that though she is retiring she is willing to donate her time to write grants. She spoke about the Building Use fees that add up quickly.

Dave added he would prefer poured concrete rather than pavers.

Richard spoke about walkway using bricks from GJC building. Chuck noted that bricks from a building are not a good use for paving area.

Matt showed slides of inside the building. No drastic changes have taken place in the overall plans. Development has occurred around project areas; furniture has been placed; mechanical systems; developing book collection area; smaller offices.

He showed slides of the following areas:

* Cafeteria/Multipurpose room. 285 seating for cafeteria/143 for MPR. When partition is open, seating will be for 468. Partition would be manual.
* Gymnasium. Synthetic poured floor system. After hours use entrance. Doors are lockable to close off from rest of school. There will be a divider curtain; so two classes can happen simultaneously. Storage area and health office. Seating was discussed. Matt will look into possibility of more seating.
* Typical Classroom. Same in grades 1-5. Interior corridor wall is inside storage area. Open shelving below windows. Other walls are major teaching spaces; whiteboards, interactive projector. Hanging pendant light fixtures. The ceiling has a slope to it. Maximizing day light with large windows in classrooms. John Cotter asked about shelving units; are they for supplies? Where do backpacks go? Outside in lockers. Ruby added that the full length window is great.
* Kindergarten Classroom. Similar to typical classroom just about 1/3 longer. Have toilet rooms. Student storage in corridor (open cubbies). Third exit door in classroom at end.
* PK Classroom. Similar to kindergarten room. Also has dedicated toilet room. They have doors to playground directly; vestibule will be there between two classrooms.
* Sped Classroom. Slightly larger than typical classroom but does have toilet room. Green room. Amenities are same.
* Music Room. Double height space. Single door between classrooms. Built ins for instrument storage. Two small practice rooms. Thick wall between two rooms.
* Art Room. Second floor. Display area. Tables, chairs with lots of storage areas. Two sinks. Open storage areas. Good size area with kiln and storage.
* Book Collection Area. Carpet tile. Circulation desk. Perimeter shelving. Free standing mobile shelving. Instruction area with tables/chairs. Story room.
* Small Group Rooms. Suite of offices. Will fit teacher and group of students to work together.
* Project Area. One outside of each grade. Tables, perimeter shelving, some have soft seating area. Low counter space. Lots of display and work space. Wall space for projection screen, white board. Book shelving areas.
* Learning Commons. Gathering spaces on both floors.

Ruby noted how fabulous this design looks at this point. Matt noted that meeting with teachers for their input was very helpful.

1. Chad discussed the Master Schedule.

 Key Dates:

 February 13—DD Drawings Issued

February 24—DD Reconciliation, review and value engineering

April 12—60% CDs issued

May 3—60% Reconciliation, review and value engineering

June 7—90% CD’s issued

June 23—90% Reconciliation, review and value engineering

August 19—100% Design Complete

1. Public Comment Period

None.

1. New Business

Next meeting: 1/25/16

Wednesday, 2/10/16

Monday, 2/22/16

Monday, 3/14/16

Wednesday, 4/6/16

Richard Ward congratulated the town again for approving this project.

Motion made by John Cotter to adjourn meeting at 9:10 pm.

Second by James O’Brien.

Unanimous vote.

Respectfully submitted,

Kelly Yenulevich

Building Committee Recording Secretary